



County of Orange

MEMO

DATE: February 1, 2010

TO: Development Processing Review Committee

FROM: Francisco ~~Alonso~~, Assistant Director, OC Planning

SUBJECT: DPRC Meeting Minutes – January 13, 2010

A meeting of the Development Processing Review Committee was held on Wednesday, January 13, 2010, at 8:30 a.m. in the H. G. Osborne Building, on the Third Floor, in Conference Room 313.

The following persons were in attendance:

MEMBERS

Fred Ameri – RBF Consulting (5th District)
Jay Bullock – Planning Solutions, (Chair) (2nd District)
Rick Fitch – Hunsaker & Associates (3rd District)
Thomas Grable – Thomas Grable & Associates (5th District)
Jackie Hare – J. L. Hare Associates, Inc. (Co-Chair) (2nd District)
Joe Lambert – Construction Planning Services (3rd District)

GUESTS

Dan Hosseinzadeh – DH Group
Jessica Toohey – Huitt-Zollars, Inc.

STAFF

Rick LeFeuvre – OC Public Works, Acting Planning Director
Francisco Alonso – OC Planning, Assistant Planning Director
Cynthia Baker – OC Planning, Manager, Customer Service
Michael Balsamo – OC Planning, Manager, General Land Use Planning
Mahrooz Ilkhanipour – OC Planning, Manager, Building & Grading Plan Check
David Shepherd – OC Planning, Manager, Land Use Planned Communities
Juanita Smithey – OC Planning, DPRC Secretary

MEMBERS ABSENT

Douglas Cox – County of Orange, BOS (4th District)
Lee Lowrey – Lowrey Pacific Capital (1st District)
Michael Recupero – Recupero & Associates, Inc. (1st District)
Carl Taylor – Huitt-Zollars, Inc. (4th District)

1. Approval of Meeting Minutes for November 19, 2009

The meeting minutes for November 19, 2009, were moved by Joey Lambert for approval and seconded by Jay Bullock.

2. Election of 2010 DPRC Officers

Tom Grable nominated Jay Bullock as the 2010 Chair and Rick Fitch seconded the motion. Tom Grable nominated Carl Taylor as 2010 Vice Chair and Rick Fitch seconded the motion.

3. Planning Department Update

a. Planning Audit Update

- Discussed staff changes with Laree Brommer being relocated to the Land Use Planning section of Planned Communities; Mahrooz has taken over the staff of CPP; Plan Check staff will now be called Permit Center; and Building Inspectors have moved under O C Engineering under Manager, Chuck Stanfield and renamed OC Inspection.
- Invite Harry Persaud to give update on Infrastructure at February meeting.
- Invite Mary Ann Skorpanich to February meeting to give NPDES update.
- Invite OCFA to a future meeting in March or April to discuss specifics.
- Permit Center coordinating their renovation with emphasis on service.
- DPRC established a subcommittee to discuss the Conditions of Approval for OCFA with Rick Fitch, Joe Lambert and Jackie Hare on committee.

4. Electronic Plans Submission

- Cynthia Baker gave a presentation and provided a handout showing the new policy for electronic plan submittal which will be implemented on February 1, 2010. There also was discussion of the online pre-application form which is projected to be implemented and online in March or April 2010.

5. Discussion/Election 2010 DPRC Schedule

- Discussed 2010 meeting schedule and the members voted to change meetings to the second Monday of each month to 1:30 pm to 3:00 pm.

6. Other Business

Place Hybrid Fee Proposal on agenda when it becomes available.

7. Next Meeting

The next meeting of the Development Processing Review Committee will be held on Monday, February 8, 2010, at 1:30 pm.